



DEPARTMENT OF PERSONNEL

**209 E. Musser Street, Room 101
Carson City, Nevada 89701-4204
(775) 684-0150
www.state.nv.us/personnel/**

MEMO PERD #21/01

June 26, 2001

TO: Personnel Commission Members
Department Directors
Division Administrators
Agency Personnel Liaisons
Agency Personnel Representatives
Designee for Rules Distribution
Employee Representatives
Media Representatives

FROM: Jeanne Greene, Director
Department of Personnel

SUBJECT: PRELIMINARY PERSONNEL COMMISSION AGENDA

The items listed below are tentatively scheduled for the Personnel Commission meeting on August 3, 2001. This meeting will be held at the Grant Sawyer Building, Room 4412, 555 East Washington Avenue, Las Vegas, beginning at 9:00 a.m. This meeting will also have a video conference link to the Legislative Building, Room 2144, 401 South Carson Street, Carson City.

- I. Call to Order - 9:00 a.m.
- II. *Adoption of Agenda
- III. *Minutes of Previous Meeting
- IV. *Classes Subject to Pre-Employment Screening for Controlled Substances
Department of Public Safety - Supervisory Criminal Investigator II classification
- V. *Regulation Changes to Nevada Administrative Code, Chapter 284
 - A. Temporary Regulations Proposed for Permanent Adoption
 - Sec 1. New Section - "Holiday Premium Pay" defined
 - Sec 2. NAC 284.526 - Computation of payments for holidays
 - Sec 3. NAC 284.530 - Compensation for working on holidays

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B. Newly Proposed Amendments for Permanent Adoption

- Sec 1. New Section – “Holiday Premium Pay” defined
- Sec 2. NAC 284.278 – Longevity pay: Part-time employees; applicable formulas
- Sec 3. NAC 284.375 – Appointing authority prohibited from appointing related persons under certain circumstances; exceptions
- Sec 4. NAC 284.377 – Persons who become related after appointment: Appointing authority required to take corrective action; notification of appointing authority required
- Sec 5. NAC 284.589 – Administrative leave with pay
- Sec 6. NAC 284.718 – Confidential records
- Sec 7. NAC 284.726 – Access to confidential records
- Sec 8. NAC 284.884 – Maximum allowable concentrations of alcohol in blood or breath of employee; confirmation of positive result on screening test of breath

VI. *Classification

- A. State Peace Officers Council
Objection to Capitol Police Officer I class specification revision

VII. *Classification Appeals

- A. (20) Unemployment Insurance Adjudicators
Department of Employment, Training & Rehabilitation, Employment Security Division
Steve Brooks, Connie Borgert, Wayne Allen, Rebecca Morgan, Bertha Lloyd, Acha Chambers, Alice Norris, Norma Cruz, Thomas Bull, Lance Kemberling, TJ Preston, Chris Murray, Judy Holmes, David Adachi, Sherri Thompson, Connie Kwok, Bonnie Cook, Ron Lipski, Deirdre Parker, and Carol Larry

VIII. Uncontested Classification Action Report

IX. Selective Certification

X. Special Reports

XI. Comments by the General Public

XII. Select Date for Next Meeting

XIII. *Adjournment

**Indicates item will be voted on by the Personnel Commission*

If anyone has questions or wishes to discuss, in further detail, the items scheduled for this Commission meeting, please contact Carol Thomas, Chief of Technical Services, Nevada State Personnel, at (775) 684-0119.

NOTE: We are pleased to make reasonable accommodations for individuals with disabilities who wish to attend this meeting. If special arrangements are necessary, please notify the Department of Personnel in writing at 209 East Musser Street, Room 101, Carson City, Nevada 89701-4204, or call Debra Berry at (775) 684-0110 no later than five working days prior to the meeting.

JG:cp